



Transaction
Code #0136

DEPARTMENT OF PLANNING AND BUILDING
REGISTRATION FORM FOR ABANDONED RESIDENTIAL PROPERTY

Please fill out the information requested below and deliver this form to the Public Services Building reception desk or mail to **Department of Planning and Building, City of Chula Vista, 276 Fourth Ave., MS•B200, Chula Vista, CA 91910.**

Registered Residence Address: _____

Chula Vista CA, zip code: _____

Assessor Parcel Number: _____

Notice of Default Recordation # _____ (Please attach copy to this form)

Lender/Lien Holder: _____

Contact: _____ Contact Phone: (____) _____

Lender/Lien Holder Mailing Address:

Property Manager: _____ Business license # _____

Contact: _____ 24 Hour Phone #: (____) _____

Property Management Company Local Mailing Address:

Standard Annual Fee of \$70.00 Please check one: ☐ New registration ☐ Renewal registration

An annual registration fee shall accompany this registration form. The fee and registration shall be valid for the calendar year, or remaining portion of the calendar year, in which the registration was initially required. Subsequent registrations and fees are due January 1st of each year and must be received no later than January 31 of the year due. Registration fees will not be prorated. [CVMC 15.60.040]

Initiated By:

Print Name

Signature

Date

Company Name and Address

Back of Registration Form for Abandoned Residential Property

City of Chula Vista Municipal Code, Chapter 1.41, ADMINISTRATIVE COMPLIANCE AND ENFORCEMENT PROCEDURES Section 1.41.010:

A. It is the purpose and intent of the city council to establish administrative procedures for obtaining prompt compliance in the correction of both major and minor violations of the Chula Vista Municipal Code and state law. Conditions in violation of the municipal code or state law which affect conditions upon or uses of real property within the city of Chula Vista are hereby designated nuisances. The procedures authorized or identified by this chapter are the following: notices of violation; administrative citations; administrative fines and penalties; cease and desist orders; abatement of nuisances; recordation of notices of violation; authorization to charge reinspection fees; cost recovery for costs of enforcement; confirmation of costs; and recordation of liens and assessments for cost recovery.

City of Chula Vista Municipal Code, Chapter 15.60, ABANDONED RESIDENTIAL PROPERTY REGISTRATION Section 15.60.010:

It is the purpose and intent of the Chula Vista City Council, through the adoption of this Chapter, to establish an abandoned residential property registration program as a mechanism to protect residential neighborhoods from becoming blighted through the lack of adequate maintenance and security of abandoned properties.

Owner Responsibility under CVMC 15.60:

- ☐ Within ten (10) days of the purchase and/or transfer of a loan/deed of trust secured by residential property the new beneficiary/trustee shall record, with the San Diego County Records Office, an Assignment of Rents. [CVMC 15.60.030]
- ☐ If the property is vacant or abandoned, the beneficiary/trustee shall register the property with the City using this form within ten days of transfer, vacancy or subsequent vacancy. [CVMC 15.60.040]
- ☐ Report to the City any change of address and change of contact information within ten days of said change. [CVMC 15.60.040]
- ☐ Maintain the property on a weekly basis. [CVMC 15.60.050 and 15.60.060]
- ☐ Secure the property. [CVMC 15.60.060]
- ☐ Post the property with the property manager's name, address and 24-hour contact phone number. [CVMC 15.60.060]

A copy of this or any municipal code of the City of Chula Vista may be downloaded at

http://www.chulavistaca.gov/City_Services/Administrative_Services/City_Clerk/Records/municipal_code.asp